

RFO REPORT –26<sup>th</sup> May 2021

SOUTH STOKE PARISH COUNCIL			Receipt and Payment Analysis as at :-				26/05/2021
					Budget	Actual	Variation
				Note	2019/20	to date	from budget
<b>RECEIPTS</b>							
Parks & Open Spaces					0	0	0
Community Infrastructure Levy					0	714	714
B&NES Agency Services (Roadsweeping)					0	0	0
B&NES Agency Services (Footpath Clearing)					472	482	10
B&NES Agency Services (Churchyard)			2		974	0	-974
<b>Agency Services Sub Total</b>					1446	482	-964
Allotment Rents					160	0	-160
Precept					14358	7179	-7179
Local Council Tax Support Grant					0	0	0
Bank Interest					100	0	-100
Other Income					0	0	0
VAT Refund					2200	0	-2200
			<b>TOTAL RECEIPTS</b>		18264	8374	-9890
<b>PAYMENTS (Ex VAT)</b>				1			
<b>Parks &amp; Open spaces</b>							
Village Green upkeep					250	0	-250
Millennium Viewpoint & Wood					100	0	-100
			<b>Sub-total</b>		350	0	-350
<b>General Administration</b>							
Postage, stationery, printing etc.					200	42	-158
Insurance					370	364	-6
Parish Hall Hire					220	0	-220
Clerk Remuneration					4600	746	-3855
Audit Fee					110	128	18
Society of Local Council Clerks					80	79	-1
ALCA					130	0	-130
Data Protection Act					35	0	-35
Website Hosting and Maintenance					25	12	-13
Publications, books and Training etc.					100	0	-100
			<b>Sub-total</b>		5870	1371	-4499
<b>Agency Services</b>							
Roadsweeping wages					5040	772	-4268
Roadsweeping other costs					75	0	-75
Footpath clearance					400	0	-400
Churchyard Upkeep			2		974	0	-974
			<b>Sub-total</b>		6489	772	-5717
<b>Allotments</b>							
Allotments rent					45	0	-45
Allotments maintenance					50	5	-45
			<b>Sub-total</b>		95	5	-90
<b>Public lighting</b>							
Electricity					600	91	-509
Routine Maintenance					772	0	-772
			<b>Sub-total</b>		1372	91	-1281
<b>S137 Payments</b>							
Avon Wildlife Trust					50	0	-50
Bath Preservation Trust					20	0	-20
CPRE					40	0	-40
			<b>Sub-total</b>		110	0	-110
<b>Other Non-recurring Items</b>							
Grant to Parish Hall					500	0	-500
Community Infrastructure Payments					0	0	0
Professional & Legal Advice					1000	0	-1000
Other Expenditure					500	235	-265
					2000	235	-1765
			<b>TOTAL PAYMENTS</b>		16286	2474	-13812
<b>Excess of Income over Expenditure</b>					1978	5901	3923
<b>Reclaimable VAT</b>					1000	62	
<b>Total Gross Payments</b>					17286	2536.17	
<b>Note 1. Payments exclude VAT unless it cannot be re-claimed.</b>							
<b>Note 2. Churchyard upkeep is a ringfenced account. The remaining surplus from previous years is retained solely for that purpose.</b>							

**BANK RECONCILIATION****Financial Year Ending 31<sup>st</sup> March 2022**Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on **23<sup>rd</sup> May 2021**

<b>Balance per Bank Statements as at 01/05/2021</b>			
Current Account HSBC		19,125.62	
Deposit Account Bath Building Society		9,305.15	
Of which			28,430.77
<b>Community Infrastructure Balance - unspent</b>		2,669.48	
<b>SDDP Contributions - Unspent</b>		3,250.00	
<b>Police Community Trust - Pedestrian Signage Grant</b>		1,125.00	
<b>Churchyard Agency Fund</b>		1,948.63	
		<u>8,993.11</u>	
<b>LESS Un-presented cheques: (inc. VAT)</b>			
16:34:47	Came & Company	Parish Council Insurance renewal	364.42
DD266-May	EON	Electricity Bill Dated 01/05/21	47.02
	Community Heartbeat	Replacement Battery	282.00
16:24:25	Trust		
16:27:14	Mr. G. Davis	Print Developer Unit	50.71
16:36:18	Mr. G. Davis	Expenses Sandwiches - Audit	3.25
16:29:34	Grant Davis	Village Sweeper 2/05 to 29/05/21	308.80
16:31:41	Mr. G. Davis	Parish Clerk May 2021	298.15
16:41:45	Sarah Richardson	Internal Audit Fee	125.00
16:33:38	HMRC	Month 2 Paye	151.80
Sub Total			1,631.15
<b>PLUS Unpresented Credits</b>			
3	B&NES Council	Public Rights of Way - Vegetation Cutting Agency payment	481.88
Sub Total			481.88
<b>Net Balance as at 26th May 2021</b>			<b><u>27,281.50</u></b>
<b>The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-</b>			
<b>CASH BOOK</b>			
<b>Opening Balance 01/04/2020</b>			
Current Account HSBC		12,138.07	
Deposit Account Bath Building Society		9,305.15	
Of which			21,443.22
<b>Community Infrastructure Balance - unspent</b>		2,669.48	
<b>SDDP Contributions - Unspent</b>		3,250.00	
<b>Police Community Trust - Pedestrian Signage Grant</b>		1,125.00	
		<u>7,044.48</u>	
Plus Receipts in the year			8,374.45
			<u>29,817.67</u>
Less Payments in the year			2,536.17
<b>Closing Balance per cash book (receipts and payments book) on 26/05/2021</b>			<b><u>27,281.50</u></b>

Councillor .....

Clerk .....

Print Name: PATRICK DAWSON

**Mr. G. Davis**

Dated 26/05/2021

# RFO REPORT –26<sup>th</sup> May 2021

1. The first Precept Payment of £7,179.00 has been received.
2. The Public Rights of way – Vegetation Agency Payment of £481.88 has now been received.
3. The CIL Payment of £713.57 for Midford Place has been requested to be returned to B&NES as it was apparently paid in error.
4. There is no other income expected until the next Precept Payment on 1<sup>st</sup> October, and the Churchyard Agency payment in December.

5.

S137 Payments to approve	
Avon Wildlife Trust	£50
Bath Preservation Trust	£20
CPRE	£40

## Receipts since meeting on 15th March 2021.

14	Allotment Holders	Rent Payments 2021-22 8 Plots	80.00
15	Allotment Holders	Rent Payments 21-22 7 Plots + 1 Key	75.00
16	Allotment Holders	Rent Payments 21-22 1 Plot	10.00
17	Bath Building Society	Interest	53.32
1	B&NES Council	Precept Payment Apr 20	7179.00
2	B&NES Council	CIL Payment Midford Place	713.57
3	B&NES Council	Public Rights of Way - Vegetation Cutting Agency payment	481.88

## Payments approved as standing payments or at meeting on 15th March which have now been made.

16:28:26	Mr. G Davis	Bin Bags - Parish Sweeper	4.00
16:31:40	Glasdon UK Ltd	Bin Liner Bags for New Litter Bin	46.56
16:34:06	ALCA	Annual Subs 2021-22	100.03
DD266-Mar	EON	Electricity Bill Dated 02/03/21	43.88
17:03:22	ALCA	Councillor Training Course R Hayward	40.00
17:06:23	Mr G Davis	Toolstation - Gloves Sweeper	10.82
17:09:43	Grant Davis	Village Sweeper 28/2 to 3/04/21	397.50
17:11:43	Mr. G. Davis	Parish Clerk March 2021	298.15
12:12:23	Mr. G. Davis	iPage Email extensions x 3	35.82
12:14:53	Mr. G. Davis	NHW Signs Order - Personal Cheque	104.00
17:13:37	HMRC	Month 12 Paye	159.60
DD266-Apr	EON	Electricity Bill Dated 02/04/21	48.58
19:58:55	Mr G Davis	Expenses - Allotment Key	4.75
20:01:14	Mr G Davis	Zoom Pro Monthly Subscription	14.39
20:02:36	Grant Davis	Village Sweeper 4/04 to 1/05/21	308.80
20:05:18	Mr. G. Davis	Parish Clerk April 2021	298.35
20:07:00	HMRC	Month 1 Paye	151.60
20:09:05	SLCC	Clerks membership Renewal SSPC	78.55
16:34:47	Came & Company	Parish Council Insurance renewal	364.42
DD266-May	EON	Electricity Bill Dated 01/05/21	47.02
16:24:25	Community Heartbeat Trust	Replacement Battery	282.00
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16:41:45	Sarah Richardson	Internal Audit Fee	125.00
16:33:38	HMRC	Month 2 Paye	151.80

## Payments for approval which have been made since 24th May 2021 or are yet to be made.

16:41:45	Sarah Richardson	Internal Audit Fee	125.00
	B&NES Council	Refund of incorrectly paid CIL	713.57

Councillor .....

Clerk .....

Print Name: PATRICK DAWSON

Mr. G. Davis

Dated 26/05/2021